

**BOARD OF HEALTH
MEETING MINUTES**

Wednesday, March 26, 2014

**ATTENDEES: Robert O'Hanley, Member
Richard Lombard, Member
Charlotte Parker, Member
Deborah Ketchen, Health Agent
Lori Bentsen, Administrative Asst.**

Meeting Open: 3:04 PM

AGENDA:

Robert O'Hanley made a motion to amend minutes of February 27, 2014 to remove "Bob said he asked Jin to come to this meeting because after hearing a report from Deborah and also hearsay that there has been back and forth with Briscoe and the owner about where it was just built recently and it's been swept under the rug by certain people so I wanted it brought out at this meeting. Richard told Bob he didn't know anything about this until this meeting. Bob said to Richard that's because it was brushed under the rug. Richard said not by this Board, I hope. Bob said to Richard, by this office. Richard said to Bob, we hushed it? Bob said people have known about it. Richard said do you mean in this town hall? Bob didn't answer. Richard said he doesn't know anything about hushing it up and he doesn't want to talk about it anymore". The Board voted unanimously to approve amended minutes.

Richard Lombard made a motion to amend minutes of May 8, 2013 to add "The Board asked Deborah to promptly file completed food establishment inspection reports in the file cabinet across from the office counter". The Board voted unanimously to approve amended minutes.

The board voted unanimously to table approval of meeting minutes of January 28, 2013 at the next Board meeting.

The first item on the agenda is the Tea Garden Restaurant septic system. Jin Fa Hu, owner, was in attendance. Also in attendance were Richard and Daniel Briscoe, R. A. Briscoe, Inc. Richard Briscoe told the Board that the problem with the system is the grease trap. Richard Briscoe said that the owners will address

upgrading the grease trap size when weather permits and plans for such will be submitted to the Board. Richard Briscoe said that the septic system is not in failure and is not posing a health hazard. The Board voted by unanimous vote, that the Tea Garden Restaurant have the grease trap pumped and cleaned on a 4-6 week schedule and Jin needs to monitor more closely the monthly pumping and cleaning of the grease trap and keep documentation. Jin agreed with the Board.

The second item on the agenda is to discuss food establishment inspectors from Merrimack Valley Planning Commission. Charlotte Parker made a motion to interview Rosemary Decie from the list of inspectors provided by MVPC and for Deborah to start inspecting the food establishments now and to give the Board a list of food establishments that she is unable to do and it was a unanimous vote. The Board asked Lori to forward the MVPC contract to the Selectmen for their review and approval.

The next item on the agenda is attendance of personnel at seminars. The Board said that attendance at meetings, seminars, workshops need to be discussed with the Board for approval. The Board said that due to the health agent's limited hours, restaurant inspections and septic system inspections are the priority. Richard Lombard made a motion for the Board to inquire if there are mandatory meeting hours that the Board of Health or the Town has to dedicate to emergency preparedness/homeland security and it was a unanimous vote.

PLAN REVIEW AND APPROVAL:

None at this meeting.

Meeting adjourned 4:30 PM